

Parma Public Housing Agency PHAS Report

Annual Report

FY 2014

PHAS Quality Control	Sample Size	#/% Compliant	Compliance Rate
Adjusted Income*	6	5	83%
Waiting List*	5	5	100%
Work Order*	15	15	100%
Non-Emergencies*	9	9	100%
Emergencies*	6	6	100%
Annual Reexaminations**	59	59	100%
Correct Tenant Rent Calculation**	59	59	100%

*Sample of total

**PIC provided

Rev. Date 2/10/2015

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PHAS Action Items

FY 2014

STAFF MEMBER	ACTION	DATE COMPLETED (IF APPLICABLE)
PH	Ensure that all documentation is accounted for when calculating rent.	Ongoing
Don / Stan	Make sure tenant is signing workorders or you are documenting why the tenant didn't sign the workorder (i.e. "Tenant Not Home")	Ongoing
Don / Stan	Make sure to enter start and end times on WO and be as detailed as possible on work done.	Ongoing

Audit Period: FY 2014

Unit Turnaround

FY 2014

Program: Public Housing				
	Tenant	Action	Trans. Date	Eff. Date
Action Type: END PARTICIPATION				
	Tenant	Action	Trans. Date	Eff. Date
1	Rojas Rodriguez, Ruth	6	05/13/2014	
2	Guisse, Tiffany	6	05/27/2014	
3	Summers, Latasha	6	07/14/2014	
4	Williams, Natia	6	09/10/2014	
5				
6				
7				
8				
9				

Action Type: NEW ADMISSION				
	Tenant	Action	Trans. Date	Eff. Date
10	Tejeda, Elvi	1	05/23/2014	
11	Dishon, Ashley	1	06/06/2014	
12	Cantie, Sabrina	1	07/25/2014	
13	Freeman, Diana	1	09/26/2014	
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

Action Type: OTHER CHANGE OF UNIT				
	Tenant	Action	Trans. Date	Eff. Date
24				
25				

UNIT TURNAROUNDS

	WO #	Unit Address	Work Order Type	Date Requested	Date Completed	Total Days	Status	Date Empty	Down Time	Make Ready Time	Lease Up Date	Lease Up Time	Total Unit Turnaround Days
1	3778	5623 Chevrolet Blvd. Apt. 6	Unit Turnaround	05/14/14	05/15/14	1	Complete	05/14/14	0	1	05/23/14	8	9
2	3791	5641 Chevrolet Blvd. Apt. 2	Unit Turnaround	05/27/14	06/06/14	10	Complete	05/27/14	0	10	06/06/14	0	10
3	3861	5623 Chevrolet Blvd. Apt. 5	Unit Turnaround	07/15/14	07/25/14	10	Complete	07/15/14	0	10	07/25/14	0	10
4	3860	5653 Chevrolet Blvd. Apt. 5	Unit Turnaround	09/11/14	09/26/14	15	Complete	09/11/14	0	15	09/26/14	0	15
							TOTAL DAYS	36	TOTAL DAYS	0	36	8	44
							AVERAGE DAYS	9.00	AVERAGE DAYS	0.00	9.00	2.00	11.00

Turnaround Report

Work Order Status: Complete
Initial Date: 01/01/2014...12/31/2014
Source: Unit Turnaround,

WO ID	Requested	Completed	Title	Items	Days Out	Hours	Records
3778	05/14/2014	05/15/2014	5623-6 Unit Turnaround	0	1	31.6	
3791	05/27/2014	06/06/2014	5641 -2 Unit Turnaround	0	10	240.0	
3861	07/15/2014	07/25/2014	5623-5 Unit Turnaround	0	10	252.0	
3866	09/11/2014	09/26/2014	5653-5 Unit Turnaround	0	15	361.8	
Total				Avg	9.0	Avg 221.4	4

**PARMA PUBLIC HOUSING AGENCY
PHAS- MASS CERTIFICATION
CHEVYBROOK ESTATES**

PERIOD COVERED: FY 2014

COMPLETION DATE: 02/8/2014

SUB-INDICATOR #1: VACANT UNIT TURNAROUND TIME

V12400	Total number of turnaround days	44
V12500	Total number of vacancy days exempted for Capital Fund	0
V12600	Total number of vacancy days exempted for other reasons	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	4
V12800	Average number of calendar days units were in down time	0.00
V12900	Average number of calendar days units were in make ready time	9.00
V13000	Average number of calendar days units were in lease up time	2.00
V13100	Average unit turnaround days	11.00

SUB-INDICATOR #2: CAPITAL FUND

CF10000	Do you have any open Capital Fund programs (e.g., CIAP, CGP, HopeVI, LBPRA, VRP) (Y/N)? Open= any program that does not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed. Component #1 and #2 (please cir	YES/NO
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Component #1: Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old

CF10050	Total funds authorized over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$0.00
CF10100	Total funds expended over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$0.00
CF10200	Unexpended funds to be recaptured	\$0.00
CF10300	Unexpended funds approved by HUD over 3 FFYs old	\$0.00
CF10400	Unexpended funds with time extensions due to reasons outside of PHA control	\$0.00
CF10500	Adjusted total unexpended funds	\$0.00

Component #2: Timeliness of Fund Obligation

CF11100	Total funds authorized for grants older than 2 FFYs old	\$0.00
CF11200	Total funds obligated over 2 FFYs old	\$0.00
CF11300	Unobligated funds approved by HUD over 2 FFYs old	\$0.00
CF11400	Unobligated funds with time extensions due to reasons outside of the PHA control	\$0.00
CF11500	Adjusted total unexpended funds	\$0.00

Component #3: Adequacy of Contract Administration

CF11700	The date of the last HUD/Army Corps of Engineers on-site inspection and/or audit related to contract administration (include A-133 Audit)	9/28/2006
CF11800	The number of findings related to contract administration	0
CF11900	The number of findings related to contract administration that have been corrected by the PHA	0
CF12000	The number of findings related to contract administration that the PHA is in the process of correcting	0

Component #4: Quality of the Physical Work

CF12200	The date of the last HUD/Army Corps of Engineers on-site inspection/and/or audit related to the quality of physical work.	2/4/2009
CF12300	The number of findings related to the quality of physical work.	0

CF12400	The number of findings related to the quality of physical work that have been corrected by the PHA.	0
CF12500	The number of findings related to the quality of physical work that the PHA is in the process of	0

Component #5:

Adequacy of Budget Controls

CF12700	Total amount of Capital Funds expended during the PHA period being assessed.	\$20,770.00
CF12800	The amount of Capital Funds expended on approved work items not subject to budget revisions during the PHA fiscal year being assessed.	\$0.00
CF12900	The amount of Capital Funds expended under budget revisions with prior HUD approval during the PHA fiscal year being assessed.	\$20,770.00
CF13000	The amount of Capital Funds expended under budget revisions not requiring prior HUD approval during the PHA fiscal year being assessed.	\$0.00

SUB-INDICATOR #3: WORK ORDERS**Component #1:****Emergency Work Orders**

W10000	Total number of emergency work orders	61
W10100	Total number of emergency work orders completed/abated within 24 hours	61
W10200	Percentage of emergency work orders completed/abated within 24 hours	100%

Component #2:**Non-Emergency Work Orders**

W10500	Total number of non-emergency work orders	228
W10600	total number of calendar days it took to complete non-emergency work orders	536
W10700	Average number of days PHA has reduced the time it takes to complete non-emergency work orders compared to last audit.	2.6
W10800	Average completion days.	2.35

SUB-INDICATOR #4: ANNUAL INSPECTION OF DWELLING UNITS AND SYSTEMS**Component #1:****Annual Inspection of Dwelling Units**

A10000	The total number of ACC units	60
A10100	The sum of units exempted where the PHA made two documented attempts to inspect and is enforcing the lease.	0
A10200	Vacant units exempted for Capital Fund	0
A10300	Vacant units exempted for other reasons	0
A10400	Total number of units inspected using the Uniform Physical Condition Standards (UPCS)	60
A10550	Total Number of units inspected that did not require repairs.	15
A10600	The number of units where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	45
A10700	Adjusted units available	60
A10800	Percent of units inspected by the PHA	100%

Component #2:**Annual Inspection of Systems including Common Areas & Non-Dwelling Space**

A11100	Total number of sites	1
A11200	Total number of sites exempted from the inspection of systems	0
A11300	The total number of sites where all systems were inspected in accordance with the UPCS	1
A11400	Total number of buildings	11
A11500	Total number of buildings exempted from the inspection of systems	0
A11600	The total number of buildings where all systems were inspected in accordance with UPCS	11
A11700	The number of buildings where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	11
A11800	Percentage of sites inspected	100%
A11900	Percentage of buildings inspected.	100%

SUB-INDICATOR #5: SECURITY**Component #1:****Tracking and Reporting Crime-Related Problems**

S10000	The date that the Board adopted current policies to track crime and crime-related problems	8/28/2006
S10100	The date that the PHA implemented a current procedures to track crime and crime-related	8/28/2006
S10200	The date that the PHA implemented a current cooperative system for tracking and reporting crime to local police authorities	8/6/2004
S10300	The number of crimes that the PHA can document it reported to local police authorities	0
S10400	Percentage of developments where PHA can document it tracks crime and crime-related	100%

Component #2:**Screening of Applicants**

S10500	The date the Board adopted current screening policies that reflect the One-Strike criteria	11/19/2007
S10600	The date the PHA implemented current screening procedures that reflect the One-Strike criteria	11/19/2007
S10700	PHA can document that current screening procedures result in successfully denying admission to applicants who meet the One-Strike criteria (circle yes or no)	YES/NO

S10800	The total number of applicants denied who met the One-Strike criteria.	4
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Component #3:
Lease Enforcement

S10900	The date the Board adopted current eviction procedures that reflect the One-Strike criteria	11/19/2007
S11000	The date the PHA implemented current eviction procedures that reflect the One-Strike criteria	11/19/2007
S11100	PHA can document that current eviction screening procedures resulted in the eviction of residents who meet the One-Strike criteria (circle yes or no)	YES/NO
S11200	The total number of evictions as result of the One-Strike criteria.	0

Component #4:
Drug prevention and/or Crime Reduction Program Goals

S11350	The number of HUD-funded drug prevention and/or crime reduction programs	0
S11450	The number of non HUD-funded drug prevention and/or crime reduction programs that the PHA requests to be assessed.	0
S11550	The number of documented program goals that are related to drug prevention and/or crime	0
S11600	The number of goals the PHA can document it met under implementation plan(s) for any and all of these programs.	0
S11700	Percentage of goals that the PHA can document it met under implementation plans(s) for any and all of these programs.	0%

SUB-INDICATOR #6: ECONOMIC SELF-SUFFICIENCY

E10000	The number of HUD-funded economic self-sufficiency programs.	0
E10100	The number of non HUD-funded economic self-sufficiency programs that the PHA requests to be	0
E10200	The number of documented program goals that are related to economic self-sufficiency	0
E10300	The number of goals the PHA can document it met under implementation plan(s) for any and all of these programs.	0
E10400	Percentage of goals that the PHA can document it met under implementation plans(s) for any and all of these programs.	0%